

**Newark Town Board**

**Monday, 27 April 2026 at 1.30 pm**

**Hybrid Meeting - Castle House, Great North Road,  
Newark NG24 1BY / Microsoft Teams**

**You are hereby requested to attend the above Meeting to be held at the time/place  
and on the date mentioned above for the purpose of transacting the  
business on the Agenda as overleaf.**

If you have any queries please contact Karen Langford  
[Karen.Langford@newark-sherwooddc.gov.uk](mailto:Karen.Langford@newark-sherwooddc.gov.uk)

## AGENDA

	<u>Page Nos.</u>
1. Apologies for Absence	
2. Declarations of Interest	
3. Minutes of Previous Meeting - 21 January 2026	1 - 4
4. Chair's Welcome	
5. PiPP MoU, Branding and Reporting Update	
6. Local Assurance Framework Update	
7. PiPP 'Upper Floor Conversion Scheme' Discussion	
8. PiPP Community Grant Scheme and Call for Capital Projects Update Report	5 - 10
9. Any Other Business	
10. Date of Next Meeting - Wednesday, 8 July 2026 @ 1:30 pm	

# Agenda Item 3

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Newark Town Board** held in the Hybrid Meeting / First Floor, Newark Buttermarket, Middle Gate, Newark NG24 1AL and Microsoft Teams on Wednesday, 21 January 2026 at 1.30 pm.

PRESENT:	Penny Taylor MBE	Lincoln College Group (Co-Chair)
	Tony Aspbury	Newark Showground (Vice-Chair)
	Cllr. Dawn Campbell	NTC
	Cllr. Rowan Cozens	NSDC (Member)
	Charlotte Elam	Notts. Police (Advisor)
	Andrew Fearn	St. Mary Magdalene with St. Leonards
	Emma Holden	Your CVS (Guest)
	Sarah Husselbee	NSDC (Advisor)
	Matt Lamb	NSDC (Advisor)
	Anna Lawson	NTC
	Rosemary Thompson	Historic England (Advisor)
MICROSOFT TEAMS:	Louise Casey	Your CVS (Co-Chair)
	John Robinson	NSDC (Advisor)
	Kathryn Sharp	EA (Advisor)
	Joelle Davies	NCC (Advisor)
APOLOGIES FOR ABSENCE:	Karen Fearn	NHS (Advisor)
	Matthew Gleadell	NTC (Advisor)
	Sanjiv Kohli	NSDC (Advisor)
	Claire Ward	EMCCA

### 33 DECLARATION OF INTERESTS

None submitted.

### 34 MINUTES OF PREVIOUS MEETING - 10 NOVEMBER 2025

AGREED that the Minutes be accepted as a true record.

### 35 CHAIR'S WELCOME

The Co-Chair, Penny Taylor, MBE (Lincoln College Group) welcomed everyone to the meeting of the Newark Town Board.

### 36 PRIDE IN PLACE PROGRAMME UPDATE REPORT (NSDC AND PIPP PROJECT MANAGER)

The Board considered the report providing an update and key recommendations to the Newark Town Board regarding the Pride in Place Programme (PIPP).

An update was provided by Sarah Husselbee (NSDC), setting out key points in relation to the programme including:

- £19.5m over 10 years (2026 to 2036).

- Creating areas people are proud to live, work, study and visit.
- Board's plans submitted to the UK Government November 2025, awaiting confirmation of funds (expected before April 2026).
- Agreed priorities include the regeneration of the town centre and neighbourhoods, support to help residents access skills and employment, measures to drive community cohesion to bring people together and support to improve safety and security.

The Board also discussed the PiPP key projects/schemes agreed by the Board including:

- £1.2m towards community grant scheme - first round live February 2026
- £800k towards an upper floor residential conversion scheme.
- £3.6m set aside for a call for capital projects – proposed to be open February 2026.
- £750k towards an events programme and supporting related resource hosted by Lincoln College and Your CVS .

The Board noted the PiPP Objectives as Thriving Places, Stronger Communities and Taking Back Control with the previously agreed priority PiPP Themes for Newark such as Regeneration, Heritage and High Streets, Transport and Connectivity, Cohesion, Safety and Security and Work, Productivity and Skills.

The update explained the Call for Capital Projects and the proposed process as set out in the report provided, including:

#### **Stage 1 - Expression of Interest (Feb to March 2026)**

6-week window for proposals to be submitted to the Accountable Body, with professional assessment undertaken by independent officers to provide advice to Board on project risks and fit (against a criteria and scoring matrix, as proposed in the report provided).

#### **Stage 2 - Business Case (April 2026 onwards)**

Any projects that may be selected by the Board to develop a Business Case in line with Local Assurance Framework to release capital funds (revenue may be available before Business Case subject to S151 Officer approval).

The Proposed Criteria and Board Considerations were for the call eligibility to include:

- Any organisation with legal status.
- Ability to deliver and evidence the desired outcomes for the town.
- Demonstrate a level of readiness and preparation e.g. well resourced and costed, consideration of planning, match funding, legals, land security etc.
- 10% minimum match proposed but higher match encouraged and recognised.
- Attracting large scale projects of £250k and above.
- Requirement to fit within UK Government funding profile and support Board's overall vision.
- Award of funding subject to quality proposals, supported by the Board and fitting within funding profile. Opportunity to run another call in future.

AGREED that:

- 1) Noted the recent submission of the Newark Town Board's Regeneration Plan to the UK Government on 19<sup>th</sup> November 2025, with formal confirmation of funds expected in advance of 1<sup>st</sup> April 2026.
- 2) Noted the updates associated with the Community Grant Scheme, as set out in 3.4 to 3.6 of this report.
- 3) Noted the updates relating to the Upper Floor Residential Scheme, as set out in 3.7 to 3.9 of this report.
- 4) Approved the proposed approach to delivering a 'call for capital projects' as set out in 3.10 to 3.13 and in accordance, with the specification provided in **Appendix B** of this report.
- 5) Agreed to make available the PiPP revenue budget of £494,442 over a 4-year period (2026 to 2030) to finance and commence the events programme from April 2026, in accordance with a) the commissioning, delivery and funding arrangements set out in 3.14 and 3.17 of this report and b) the proposed specification provided in **Appendix C** of this report. This remains subject to formal confirmation of UK Government funds through a completed Memorandum of Understanding (MoU).

### 37 LOCAL REGENERATION FUND UPDATE REPORT (NSDC)

The Board considered the report providing an update and key recommendations to the Newark Town Board regarding the Local Regeneration Fund and the Newark Market Place Improvement Scheme Full Business Case.

An update was provided by Matt Lamb (NSDC) regarding the Local Regeneration Fund projects, including:

- £25m awarded through previous 'Towns Deal' to drive economic growth and prosperity.
- Concludes 31<sup>st</sup> March 2028.
- 3 projects remaining (Castle Gatehouse, 32 Stodman Street and Market Place Improvement Scheme).

Sarah Husselbee (NSDC) noted that updated monitoring and evaluation guidance is pending from MHCLG which may change the outputs and outcomes recorded and that further updates would be provided to the Board once this information was available.

Rowan Cozens (NSDC) queried the interest shown in the retail units on Stodman Street to which Matt Lamb advised that interest had been positive to date with the Council's Corporate Property Team leading engagement with potential Tenants.

Rose Thompson (Historic England) noted her concerns in relation to the Market Place

Improvement Scheme project, with reference to her feedback and comments shared with the Board and Council previously.

Matt Lamb highlighted that the local conservation team are taking this on board and John Robinson (NSDC) added that the designs to date were based on several views and the outcome of community consultation.

Andrew Fearn (St Marys PCC) mentioned concerns in relation to the access roads to and from the Market Place, including Stodman Street, noting that they are not in a good state of repair, requesting an update from Nottinghamshire County Council.

Joelle Davies (Nottinghamshire County Council) noted to action with Project Officers from NCC/NSDC, with a more detailed update at the next meeting.

Rose Thompson referred to potential costings for the Market Place scheme and to factor in archaeology when excavating under tarmac.

AGREED that:

- 6) Noted the updates provided in relation to the Newark-based Local Regeneration Fund projects (previously known as Newark Towns Deal).
- 7) Agreed to delegate the approval of the Newark Market Place Improvement Scheme Full Business Case (FBC) from the Newark Town Board to Newark and Sherwood District Council's Section 151 Officer, in consultation with Newark Town Council, as detailed in 3.12 of this report.
- 8) Noted that the approval of the FBC (in line with Recommendation 2 above) will enable the progression of the project through the remaining RIBA stages, in line with the identified capital budget of £3.61m, financed in full by UK Government Local Regeneration Fund grant.

38 ANY OTHER BUSINESS

Penny Taylor informed the Board that some Membership paperwork was outstanding from Members following the request in November, and that all documentation should be returned Josh Farmer as soon as possible.

Sarah Husselbee reminded the Executive Board that the Newark Town Steering Group would be meeting on Tuesday, 3 February 2026 at 1.30 pm in the Air & Space Institute at Newark.

39 DATE OF NEXT MEETING

Monday, 27 April 2026

Meeting closed at 2.51 pm.

## NEWARK TOWN BOARD MEETING

27 April 2026

### PiPP Community Grant Scheme and 'Call for Capital Projects' Update Report

#### **1.0 Purpose of report**

1.1 To provide an update and key recommendations to the Newark Town Board regarding the PiPP Community Grant Scheme and recent 'Call for Capital Projects'.

#### **2.0 RECOMMENDATIONS that the Newark Town Board:**

##### **PiPP Community Grant Scheme**

- 1) Note the updates associated with the PiPP Community Grant Scheme as set out in 3.3 to 3.6 of this report.
- 2) Agree that the Accountable Body (acting through the Section 151 Officer) will confirm awards of funding through the 2026 to 2030 'PiPP Community Grant Scheme' and enter into Grant Funding Agreements with successful applicants, based on annual recommended lists of awards determined by the independent grant panel convened by Your CVS and NSDC (Economic Growth and Community Engagement), in consultation with the Board Chair(s). This reflects the scheme application and appraisal arrangements previously agreed by the board on 10<sup>th</sup> November 2025.

##### **Call for Capital Projects**

- 3) Note the updates provided regarding the recent 'Call for Capital Projects'.
- 4) Agree that, in light of conflicts of interest and the requirement to ensure a robust and independent decision making process, delegated authority is given to the Accountable Body (acting through the Section 151 Officer) to confirm and agree the conditional shortlist of projects for PiPP capital funding and award initial revenue capacity funding to each shortlisted Project Lead to support the development of proposals (up to a combined maximum value of £100,000 capacity funding across all Recipients). **It should be noted that this does not guarantee an award of capital funding to shortlisted projects, and the final decision regarding an award of capital funding will be taken by the board at a future meeting.**
- 5) Note that the proposed shortlist of conditional PiPP capital projects to be presented to the Accountable Body (acting through the Section 151 Officer), will be recommended by officers, informed and determined by:
  - a) the outcome of the board's previously agreed appraisal and scoring process;
  - b) availability of funding in relation to the profile of the funding request and balance across the PiPP priority themes;
  - c) consultation with non-conflicted board members (including the Co-Chair and Vice-Chair).
- 6) Agree that all shortlisted Project Lead(s) will be required to develop proposals further using the initial revenue funding awarded (including the preparation of a Business Case) and return to the board at a future meeting to support a final decision on the award of PiPP capital funding. Any Business Case must be approved by the Section 151 Officer, prior to any potential confirmation and award of capital funds.

### **3.0 Background**

- 3.1 In March 2025, Newark was identified as one of an initial 75 areas due to receive up to £19.5m of investment through the Pride in Place Programme (PiPP), awarded by the UK Government. This programme has now been extended to a further 209 places across the UK following the announcement of further tranches of funding in September 2025 and February 2026. The PiPP is administered by the Ministry of Housing, Communities and Local Government (MHCLG) and aims to revitalise local places, improve the quality of lives for residents, boost local economies and strengthen community identity and pride.
- 3.2 Throughout 2025, the Newark Town Board (the board) developed and agreed its local 'Regeneration Plan' to draw down PiPP investment from April 2026 and define initial plans for investment up to March 2030. In March 2026, MHCLG confirmed the award of funding for Newark through providing confirmation of their endorsement of the Newark Town Board Regeneration Plan, now formalised through a completed MoU with NSDC as the Accountable Body for the programme. Subject to payment of the initial grant funding, local PiPP funded activity can commence from April 2026.

#### **PiPP Community Grant Scheme**

- 3.3 The board's agreed initial four-year investment profile includes a commitment of £1.2m between (2026 and 2030) towards the delivery of the PiPP Community Grant Scheme. The board's agreed aim of the grant scheme is to help local organisations and community partners to access grant funding to support volunteering programmes, the capacity and capabilities of grassroots community groups and charities and improve key community spaces that are valued by residents and community groups. The criteria and arrangements for delivery of the PiPP grant scheme were agreed by the board on 10<sup>th</sup> November 2025. This included annual application rounds and a panel selection process convened by Your CVS and NSDC (working with NSDC Community Development, Economic Development and the PiPP Project Manager) to appraise applications transparently against the scoring matrix and guidance, previously agreed by the board.
- 3.4 On 9<sup>th</sup> February 2026, the Accountable Body launched the initial round of the PiPP Community Grant Scheme, inviting local organisations to apply for funding for grants between £20,000 and £100,000. Applications varied in quality and suitability, however overall, a significant number of high-quality applications were submitted, and the scheme was oversubscribed based on funding availability within the first round. Eligible applications have since been appraised by the grant panel, forming a recommended shortlist of projects to receive a share of the first round of funding (totalling £292,000).
- 3.5 A summary of awards will be presented to the board for awareness at a future meeting, once finalised through the agreed process. Unsuccessful applicants will be invited to re-apply in future rounds (where appropriate and eligible) and high-level support can be provided by the council, such as undertaking grant-finder searches or signposting to other sources of potential funding, where available.
- 3.6 The board should note that additional Business Cases will not be requested for projects awarded funding through the PiPP Community Grant scheme. This is not required as the completed application form and further Accountable Body due-diligence checks will satisfy the Business

Case requirements set out within the Local Assurance Framework (LAF) given the grants fall within the 'lower-value' threshold (<£100,000).

### **Call for Capital Projects**

3.7 Board members will recall that a proportion of funding within the agreed initial four-year PiPP investment profile (specifically £3.6m capital and £100,000 revenue) is yet to be allocated to individual projects or schemes and was instead agreed by the board to be set aside for the delivery of a 'call for capital projects'. The aim of the call was to identify potential larger scale (£250,000+) projects for PiPP investment over the next four years, with a focus on investments that deliver impactful outcomes for residents within the PiPP boundary. This included welcoming funding proposals for projects that deliver additionality in alignment with any of the following themes and interventions, as selected within the Board's 10-year Regeneration Plan:

- Physical improvements to town centres, neighbourhoods, and high streets.
- Creating and improving green spaces, community gardens, watercourses or embankments in the area, along with incorporating natural features into wider public spaces.
- Capital funding projects that build capacity of the community and voluntary sector and bring local people together.
- Capital funding for support for arts, cultural, heritage and creative projects and facilities and historic institutions that make up the local cultural heritage offer.
- Support for active travel enhancements/connectivity in the local area.
- Design and oversight of the built and landscaped environment to design out crime.
- Capital funding for skills provision tailored to local employment opportunities and skills gaps.

3.8 In addition to the scope of the call and the need for strategic alignment to the local PiPP vision and prospectus, it was agreed by the board on 21<sup>st</sup> January 2026 that proposals must demonstrate a level of readiness and pre-planning (or deliverability) to be considered for capital investment. This helps to reduce delivery related risk within the programme whilst supporting activity to progress from the initial PiPP investment period, starting April 2026. Members will recall that these considerations are reflected in both the agreed call application criteria and appraisal arrangements.

3.9 The Accountable Body openly invited local organisations to apply for funding (on behalf of the board), from 9<sup>th</sup> February 2026, supported by additional engagement from the PiPP Project Manager. A total of 10 applications were received, reflecting a combined request of circa £9m against an available £3.6m profile of capital funds, as set out in Table 1 below.

**Table 1. Available Funding Profile - Call for Capital Projects (2026 to 2030)**

<b>PiPP Commitment</b>	<b>26-27</b>	<b>27-28</b>	<b>28-29</b>	<b>29-30</b>
<b>Regeneration Plan Capital Projects Call</b>	£100,000 (revenue capacity)	£836,000 (capital)	£1,405,000 (capital)	£1,405,000 (capital)

- 3.10 In accordance with the board's approved appraisal arrangements, all applications were assessed by an independent panel against the agreed scoring criteria. The scoring panel comprised officers of the Accountable Body (excluding any Project Promoters) with experience and knowledge of community development, regeneration and capital project delivery. Each application was scored individually by panel members, with a single, combined and averaged score generated for each proposal. The appraisal considered the justification of funding, strategic fit, deliverability and match-funding contributions and the assessment was based on the application presented by the Project Promoter and any supporting documents provided. Where the Accountable Body has a separate role as Project Promoter, appropriate separation of roles has been maintained to ensure that appraisal, recommendation and decision-making functions are undertaken independently to separate the councils two roles as Accountable Body for the funds and potential Project Lead.
- 3.11 The board will re-call that up to £100,000 of revenue capacity funding is set aside within the four-year investment profile to allow Project Promoters to apply for an additional grant as part of the call for projects to help bring prioritised projects forward ready for capital investment. This funding is designed to help progress shortlisted proposals in a flexible manner, such as additional feasibility, designs or other works necessary to develop a Business Case and capped at an additional 3% of the total capital request.
- 3.12 In light of conflicts of interest and the requirement to ensure a robust and independent decision-making process, it is recommended that the board adopt the following process to finalise the conditional shortlisting of projects:
- 1) At the meeting of 27<sup>th</sup> April 2026, all proposals submitted to the accountable body will be shared with the board. Non-conflicted members will be consulted further with regards to a recommended shortlist of projects, including the Co-Chair and Vice-Chair.
  - 2) Following the meeting, officers will present the final recommended shortlist of projects for a decision to shortlist by the Accountable Body, through the Section 151 Officer (delegated authority). The recommended shortlist will consider the outcome of the board's agreed appraisal process, portfolio balance and strategic fit across the PiPP themes, available funding within the profile, and views of non-conflicted board members (including the Co-Chair and Vice Chair). It should be noted that this does not guarantee an award of capital funding to shortlisted projects, and the final decision regarding any award of capital funding will be taken by the board at a future meeting.
  - 3) Following agreement of a shortlist of projects by the Accountable Body, it is recommended that initial revenue capacity funding, as described in 3.11 is immediately awarded by the Accountable Body to all shortlisted projects to assist Project Leads to develop capital proposals for board consideration. This would result in the maximum combined allocation and commitment of up to £100,000 revenue capacity funding across all shortlisted Project Leads, as budgeted for within the agreed PiPP investment profile. The board should note that with any capacity funding awarded, there is a risk that a project may later be determined not to be suitable or preferred for capital investment, and in such cases, the revenue funding awarded for this purpose would be irrecoverable (unless failing to comply with the conditions of a Grant Funding Agreement) therefore is capped at a combined £100,000 across the programme, to mitigate the level of this risk, whilst enabling and encouraging project development.

4) Shortlisted Project Leads will be invited to return to the board to present developed proposals, at which point a decision will be taken by the board on the award of capital funding. The award of capital funding also remains subject to additional approval of a satisfactory project Business Case by the Accountable Body's Section 151 Officer to ensure fund compliance and value for money, in line with the LAF.

3.13 The above process will support the board in transparently identifying and/or supporting projects through potential future capital investment that align to the objectives of the PiPP and the boards local vision, as set out within the Regeneration Plan.

#### **4.0 Financial implications (FIN26-27/7880)**

4.1 The budgets for the Community Grant Scheme and the Regeneration Projects have been made available as follows and allow for the proposals described in the report.

<b>PiPP Community Grant Scheme</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>	<b>2029/30</b>	<b>Total</b>
Capital	£210,000	£250,000	£200,000	£200,000	<b>£860,000</b>
Revenue	£82,000	£56,000	£132,000	£132,000	<b>£402,000</b>
<b>Total</b>	<b>£292,000</b>	<b>£306,000</b>	<b>£332,000</b>	<b>£332,000</b>	<b>£1,262,000</b>

<b>PiPP Regeneration Projects</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>	<b>2029/30</b>	<b>Total</b>
Capital		£836,000	£1,405,000	£1,405,000	<b>3,646,000</b>
Revenue	100,000				<b>100,000</b>
<b>Total</b>	<b>100,000</b>	<b>836,000</b>	<b>1,405,000</b>	<b>1,405,000</b>	<b>3,746,000</b>

#### **Newark Town Board meeting reports:**

[27 March 2024](#)

[30 May 2024](#)

[27 June 2024](#)

[24 September 2024](#)

[04 December 2024](#)

[14 February 2025](#)

[9 April 2025](#)

[3 June 2025](#)

[7 July 2025](#)

[26 September 2025](#)

[10 November 2025](#)

21 January 2026

#### **Lead Officers:**

Matt Lamb - Director of Planning & Growth, Newark & Sherwood District Council

Sanjiv Kohli - Deputy Chief Executive & Director of Resources, Newark & Sherwood District Council

Neil Cuttell - Business Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council

Sarah Husselbee - Economic Development Grants and Programmes Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council

This page is intentionally left blank